

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: March 15, 2006

Division: Employee Services

Bulk Item: Yes X No     

Department: Benefits Office

Staff Contact Person: Maria Z. Fernandez

**AGENDA ITEM WORDING:** Approval to extend the current Employee Assistance agreement for one year with the Mental Health Care Center of the Lower Keys Inc., D/B/A Care Center for Mental Health and waiver of policy requiring going out for bid for one additional year.

**ITEM BACKGROUND:** This contract provides confidential counseling services for employees and dependents of the Board of County Commissioners, the Board Members and the Constitutional Officers. Provider supplies fit-for-service evaluation, critical incident counseling and departmental mediation at no additional cost. Cost lowered May 2004 to \$4.00 per employee per month and capped at 1306 employees with no additional cost for dependents.

**PREVIOUS RELEVANT BOCC ACTION:** Initial contract approved August 18, 1997; renewed for one year terms September 1998 and September 1999; renewed for six month terms in September 2000, March 2001 and September 2001. January 16, 2002 BOCC approved RFP recommendations to continue the Employee Assistance Program with the Mental Health Care Center and on February 13, 2002 BOCC approved the extension of the current agreement for one year with two renewals. Current agreement expires March 31, 2006.

**CONTRACT/AGREEMENT CHANGES:** Term only.

**STAFF RECOMMENDATIONS:** Approval of one year extension of agreement. RFP EAP Program in 2006.

*Final year of extending term.* 

**TOTAL COST:** \$62,688.00

**BUDGETED:** Yes X No     


**COST TO COUNTY:** \$62,688.00

**SOURCE OF FUNDS:** Primarily Ad Valorem

**REVENUE PRODUCING:** Yes      No X **AMOUNT PER MONTH**      **Year**     

**APPROVED BY:** County Atty  OMB/Purchasing      Risk Management 

**DIVISION DIRECTOR APPROVAL:**

  
Teresa E. Aguilar  
Division Director, Employee Services

**DOCUMENTATION:** Included X Not Required     

**DISPOSITION:**     

**AGENDA ITEM #**

# MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

## CONTRACT SUMMARY

Contract # \_\_\_\_\_  
 Contract with: Mental Health Care Center Effective Date: April 1, 2006  
of the Lower Keys, Inc., D/B/A Care  
Center for Mental Health  
 Expiration Date: March 31, 2007  
 Contract Purpose/Description: Approval to renew current agreement for the term of one year.  
 Contract Manager: Maria Z. Fernandez 4448 Employee Services  
 (Name) (Ext.) (Department)  
 for BOCC meeting on March 15, 2006 Agenda Deadline: February 28, 2006

## CONTRACT COSTS

Total Dollar Value of Contract: \$62,688.00 Current Year Portion: \$ \_\_\_\_\_  
 Budgeted? Yes ☒ No ☐ Account Codes: 502-08002-530340- \_\_\_\_\_  
 Grant: \$ \_\_\_\_\_  
 County Match: \$ \_\_\_\_\_

## ADDITIONAL COSTS

Estimated Ongoing Costs: \$ \_\_\_\_\_/yr For: \_\_\_\_\_  
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

## CONTRACT REVIEW

	Date In	Changes Needed	Reviewer	Date Out
Division Director	_____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Cristine Diaz</u>	<u>2/23/06</u>
Risk Management	<u>2-24-06</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>M. Slawick</u>	<u>2-24-06</u>
O.M.B./Purchasing	_____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Adriana Espinoza</u>	<u>2/27/06</u>
County Attorney	<u>2/23/06</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>S. Smith</u>	<u>2/24/06</u>

Comments: \_\_\_\_\_

## EMPLOYEE ASSISTANCE PROGRAM RENEWAL AGREEMENT

THIS RENEWAL AGREEMENT is entered into this by and between the Board of County Commissioners of Monroe County, Florida; 1100 Simonton Street, Suite 2-268, Key West, Florida 33040 (hereinafter Employer) and the MENTAL HEALTH CARE CENTER OF THE LOWER KEYS, INC., D/B/A Care Center for Mental Health (hereinafter Contractor), 1205 Fourth Street, Key West, Florida 33040.

WHEREAS, on August 19, 1997, the Employer and the Contractor entered into an agreement (hereinafter the original agreement) establishing an Employee Assistance Program (hereinafter Program) for the purpose of providing confidential, professional counseling on personal matters affecting their physical and emotional well-being for all full-time, regular employees and their dependents with offices in Key West, Marathon and Plantation Key; and

WHEREAS, said Agreement was renewed August 9, 1998; August 8, 1999; September 20, 2000; March 21, 2001; November 30, 2001; February 13, 2002; February 19, 2003; March 17, 2004; May 1, 2004; and March 16, 2005.

WHEREAS, the Employer desires to extend the current agreement according to such terms; now, therefore, The parties agree as follows:

- 1.) The current renewal agreement is hereby extended for a term of one year, and this period will expire March 31, 2007.
- 2.) The Employer will pay the Contractor \$4.00 per employee per month, in arrears, based on a monthly total of 1306 employees, or \$5,224.00 per month for the Contractor's EAP services.
- 3.) In all respects the terms and conditions of the original agreement not inconsistent herewith remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Renewal Agreement this 15<sup>th</sup> day of March 2006.

SEAL

ATTEST: DANNY L. KOLHAGE, CLERK

BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA

By \_\_\_\_\_  
Deputy Clerk

By \_\_\_\_\_  
Mayor/Chairman

ATTEST:

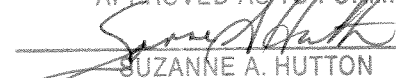
MENTAL HEALTH CARE CENTER OF  
THE LOWER KEYS, INC.,  
D/B/A Care Center for Mental Health

By \_\_\_\_\_  
Secretary

By \_\_\_\_\_  
Frank Rabbito  
Sr. Vice President

MONROE COUNTY ATTORNEY

APPROVED AS TO FORM:

  
SUZANNE A. HUTTON  
ASSISTANT COUNTY ATTORNEY  
Date 2/24/06